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SECURITY INFORMATION

NIS COMMITTEE MEETING NO. 134
18 June 1952

1. The following were present:

Dr. Appleton	State
Mr. Clinton	State
Lt. Col. Pack	Army
Col. Kirgis	Navy
Lt. Jones	Navy
25X1 Lt. Col. Rush	Air Force
Major Hession	Air Force
	CIA (Vice-Chairman)

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2. The Vice-Chairman distributed copies of the Production Flow and Control and Coordination Charts, and requested the members to state their requirements for additional copies. The Army member required no additional copies, and the State, Navy, and Air Force members each requested that they be furnished with six extra copies.

3. The Vice-Chairman summarized the June production thus far as follows: 10 sections have been received in D/B, of which 9 are overdue and 1 due in June. He again reminded the members that approximately 50 sections are needed this month to reach the equivalent of 6 complete NIS for FY 1952.

4. The Vice-Chairman distributed copies of the Tentative Production Schedule for FY 1953, stating that it calls for the production of an average of 53 sections per month, with the largest number of sections scheduled for the last month of FY 1953. He asked for comments from the members with regard to any revisions they might care to make.

The State member submitted a number of changes and the Schedule was amended accordingly.

The Air Force member raised a question concerning the Sections 64 scheduled for production in FY 1953. He referred to the delays which had occurred in the production of this section during the past two years which had made it necessary for some of the producing agencies to revise their contributions to this section several times before it was finally published. He pointed out that several of the sections 64 concerned had not yet been published. He requested, and received, assurance from the State member that the State portion of the Sections 64 would be produced in accordance with the FY 1953 schedule.

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The schedule was further amended to include the production of Chapters VII (Scientific) on NIS 3 (France), 15 (Switzerland), and 39 (China), which had been listed in the original tentative schedule, and inadvertently omitted in the present draft of the FY 1953 Schedule.

The Committee approved the FY 1953 Production Schedule as amended. ✓

25X1X75. The Vice-Chairman informed the members that he had had several meetings during which they discussed the [REDACTED] is following the NIS

25X1X7
Outline Guide to a very large extent in the preparation of their basic intelligence study [REDACTED] which is the only study of this type they have in process at the present time. It is not expected that funds will be available for printing [REDACTED] until April 1953. However, final drafts of some sections will be completed within a month to six weeks, and two copies of these drafts will be forwarded to D/B as they are completed. One copy will be retained in D/B, and the other copy will be transmitted to the agency having production responsibility for the NIS counterpart of the sections concerned. After examination of the drafts, decision will be made as to the form under which they will be disseminated to US agencies having need for the data.

6. The Vice-Chairman called attention to the fact that several recently submitted studies have contained maps of a size larger than that prescribed in the Outline Guide. Such maps must be hand-folded and this requires many additional man-hours of work. He requested the members to advise their producing personnel to follow the instructions laid down in the Outline Guide in the preparation of such material.

7. The Vice-Chairman informed the members that reports had been received in D/B to the effect that some of the graphics and map personnel of the contributing offices had never seen the final published graphic material upon which they had worked. He requested the members to take steps to insure that personnel working on graphics and map material have an opportunity to examine published NIS so that they may see what is desired in the finished product which should serve as a useful guide to them in the preparation of future studies.

8. The Air Force member referred to the qualitative adequacy ratings given by D/B to published NIS elements, and stated that in his opinion contributors should be furnished with information as to the basis for these ratings. He proposed that defects appearing in studies which result in their being placed in Category II or Category III be fully outlined in a statement from the D/B Editorial Staff to the producer. This statement should point out specific errors and deficiencies in content, format, and graphics which would enable the producing components to avoid making errors of a similar type in future studies. In the absence of a detailed statement of deficiencies, the Air Force member stated that the placing of a study in Categories II or III is considered unfair and arbitrary.

The Vice-Chairman stated that seldom, if ever, had an NIS element been given a Category II or III qualitative adequacy rating without the D/B Editor

first conferring with the agency personnel who actually produced the element concerned. He pointed out that as a matter of fact most elements receiving ratings in these categories require a number of conferences to correct the deficiencies, so that the agency personnel are fully informed on specific errors and deficiencies in content, format, and graphics. Therefore, to require the D/B Editors to prepare a statement fully outlining the reasons for giving a Category II or III rating appears wholly unnecessary. Furthermore, at least 50% of the errors are of a purely mechanical nature, and result in large part from failure to follow editorial instructions. The preparation of a statement pinpointing many small deficiencies, which in the aggregate make for a major deficiency, would not be feasible as it would place an intolerable burden on D/B editorial personnel. The Vice-Chairman pointed out that any system of rating involves the element of judgment on the part of the individuals concerned, and that any given set of facts could result in a difference of opinion. He suggested that ratings questioned by the agencies be brought to his attention for a review of the file on the element concerned.

The State member stated that his agency had satisfactorily dealt with the problem of recurring errors by having D/B Editors hold a series of conferences with State analysts, and the Vice-Chairman informed the Air Force member that similar meetings could be arranged between Air Force contributors and D/B Editors.

At the suggestion of the Navy member, the Vice-Chairman agreed to look into the possibility of having corrected manuscripts returned to the producing agencies after they are returned from the Government Printing Office. It was felt that these corrected manuscripts would prove helpful to producers in determining the reasons for low qualitative adequacy ratings since they would show what changes were made before being finally approved for printing.

9. The next meeting of the Committee will be held at the call of the Vice-Chairman.

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Distribution:

NIS Comm. (4)
Secy., JIG
AD/RR
AD/IC
AD/SI
D/G
D/B (3)